



Human Resources

DATE POSTED: **December 16, 2005**

REQ. # 05-313

**NOTICE OF JOB OPENING
ST. LUCIE COUNTY BOARD OF COUNTY COMMISSIONERS
EQUAL OPPORTUNITY EMPLOYER**

2300 Virginia Avenue Fort Pierce, Fl. 34982 – 5652

Telephone (772) 462-1546 Jobline (772) 462-1967

<http://co.st-lucie.fl.us>

This position must be posted for at least five (5) working days from **12-16-2005** TO **12-22-2005**, but will remain open until filled.

DEPARTMENT/DIVISION
GROWTH MANAGEMENT - PLANNING

POSITION AVAILABLE
BICYCLE & PEDESTRIAN COORDINATOR

OF OPENINGS
1

STARTING SALARY
\$33,828.50 / year

COMMENTS
Driving Position

VETERANS PREFERENCE
It is the policy of St. Lucie County to give preference to eligible veterans and spouses of veterans in appointment and retention in county employment positions in accordance with Chapter 295, Florida Statutes, and Chapter 22VP-1, Florida Administrative Code. Copies of Chapter 295 and Chapter 22VP-1 are available for review in the Human Resources Department.

JOB CODE 875
PAY GRADE 18
SALARY: \$33,828.50 - \$54,309.84
BICYCLE AND PEDESTRIAN COORDINATOR

MAJOR FUNCTION: This is a responsible technical position involved in the research, preparation, development and dissemination of information designed to educate the community on bicycle usage, laws and safety and to develop and dissemination of information designed to educate the community on bicycle usage, laws and safety and to develop and encourage the use of a integrated and coordinated bicycle and pedestrian system in St. Lucie County. The position is located in the Department of Growth Management, under the direct supervision of the Planning Manager.

KNOWLEDGE, ABILITIES AND SKILLS NEEDED TO PERFORM THE ESSENTIAL JOB FUNCTIONS OF THE POSITION:

Knowledge: Knowledge of bicycle laws, funding sources, and bicycle/pedestrian issues. Knowledge of the principles of journalistic writing and editing as applied to public relations and promotion of bicycle safety, usage and promotion. Knowledge of the principles and practices of public relations work by means of written and oral communications.

Abilities: Ability to design, produce, and coordinate public information and education programs on bicycle and pedestrian safety issues. Ability to review site plans. Ability to establish and maintain effective working relationships as necessitated by the work.

ESSENTIAL JOB FUNCTION: Works with law enforcement agencies by providing information on new legislation relating to bicycle laws. Provides safety information to bicycle riders and promotes bicycle usage. Develops innovative bicycle promotional programs. Conducts research to obtain grant funds for bicycle/pedestrian educational programs, to determine causes locations of bicycle and pedestrian accidents, to advise traffic engineering of high risk areas, to determine potential sources of general revenue for bicycle and pedestrian programs, and to determine the impact construction plans and roadway projects on bicycle and pedestrian programs and activities and to propose and evaluate new bicycle corridors. Performs related work as requested or assigned.

ESSENTIAL PHYSICAL SKILLS: Use of hands and fingers with dexterity. Good hand/eye coordination. Very frequent use of good near and far vision and good hearing. Periodic walking and standing. Ability to lift occasionally 30 pounds. Ability to operate County automobile continuously for a period of one hour. Ability to operate a bicycle effectively.

ENVIRONMENTAL CONDITION REQUIREMENTS: Work is both inside the office and at various locations outside of the office as dictated by education and awareness programs. Periodic attendance at meetings inside and outside the County office buildings.

WORK HAZARDS: Possible vision dysfunction due to heavy computer work. Occasional field visits to undeveloped areas, agricultural areas and areas under development, with attendant hazards.

EDUCATION: Graduation from an accredited college or university with a Bachelors degree in Urban and Regional Planning, Engineering, Business, Public Administration, Education or related field or two years of related experience in public relations and promotion of bicycle/pedestrian safety and usage.

EXPERIENCE: Microcomputer, statistical and experience required. Experience working with business and special interest groups desired. Comparable training or experience may be substituted for portions of these minimum requirements.

LICENSE, CERTIFICATION OR REGISTRATION: Valid Florida Driver's License, or ability to obtain within one month of employment. Good driving record.

Union	Non-Union ✓	Exempt ✓	Non-Exempt
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